



Committee Advocating
for Staff Interests
COLLEGE OF ENGINEERING
UNIVERSITY OF WISCONSIN-MADISON

Minutes

CoE Committee Advocating for Staff Interests (CASI)
Wednesday, September 3, 2025
11:00 – 12:30 PM
Room 4610 Engineering Hall

CoE CASI Mission:

The College of Engineering Committee Advocating for Staff Interests (CASI) is a shared governance body of elected representatives, who serve and advocate for the interests of university and academic staff by advising the College of Engineering dean and leadership.

Read the CASI Mission Statement and Values: <https://casi.engr.wisc.edu/mission-and-values/>

Attendees: Daniel, Sara T-P, Nate, Rob, Jackie, Jennifer, Mary, Carly, Jason, Zach (plus 5 guests)

Virtual attendees: Justin, Angela (plus 11 guests)

Schedule:

11:00 AM – 11:10 AM Call to Order & Consent Agenda

D. Gaona

- Approval of August Minutes
 - Wed. August 6th: <https://casi.engr.wisc.edu/meeting-summaries/#past-meeting-minutes>
 - **Motion to accept: Nate, 2nd Mary, Approved**

11:10 AM – 12:20 PM Business

D. Gaona/STP

- Budget Ad-Hoc Subcommittee update
 - Proposed Provisional Budget Discussion and Recommendations: **Provisional budget ask of \$3,130 (fall/spring Meet & Greet events, Staff Luncheon, CASI Apparel; 2% increase in costs from 24/25)**
 - **Dean Ranjan (in attendance) approved a budget of \$5,000; also tentatively approved an additional \$10,000 budget to be used for professional development (asked CASI to put together a plan) **ACTION ITEM**: develop plan (ideas: awards, milestones, leadership, conferences, communications workshop, etc.)**
 - Proposed Provisional Budget Vote (**no vote due to Dean approving funds**)
- Updates from Leadership
 - (**moved up**) Lula Baker – Chief Strategy Officer
 - 13 years at Georgia Tech (Chief of Staff); Coca Cola, Emory University School of Medicine
 - SHOE (Staff Happiness & Organization Efficiency) founding member (GT Woodruff School)
 - All staff; held a staff retreat with 99% attendance, lunch and learns with faculty
 - Dean: What does COE do for professional development for staff? Jason: 3 buckets for staff – research (people stay), instruction (people stay), admin (have to move around/leave COE for career growth)
 - Dean Ranjan: **suggestion for CASI: celebrate and make the meetings fun!**
 - Jason: Workday, etc.: **Workday working well (people getting paid!)**
 - **>7000 tasks completed by HR; 90% good, 5% needed work, 5% students with issues; challenges with academic year as Workday doesn't work well in this type of structure;**



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- Recent Retention/Turnover impact on college (Jason) about retention due to additional workload for MANY positions – what is the staff turnover rate? Historically 3-5% turnover per year; 90-100 applications/position
- Academic Planning Council:
 - Nomination discussion – any further nominations to add: need a CASI nomination, vote via a Qualtrics survey (recommendation via Academic Staff Secretary); 2 academic staff on committee who were appointed by the Dean; CASI seat is new; Nominees: Justin, Rob, Angela
 - Election of CASI representative to APC (Results to be emailed): Mary volunteered to create survey, Daniel will email to CASI board members for voting (Daniel will notify David Noyce of results)
- [WEST](#) and [LinkUW](#):
- LinkUW: central campus, financial & HR support; centralizing functions away from colleges/departments (primarily small units right now)
- Some COE staff have received requests from the college to detail their job function/duties (feels like COE is going to centralize some job functions?); nothing has been communicated by COE leadership (some have received an email from campus re LinkUW); discussions at financial managers meetings; appears to be an opt-in program (?)
- **ACTION ITEM**: Daniel/Sara T-P to ask Jason to provide COE response
- Sub-Committee Reports
 - CASI Planning/Tending: created agenda
 - Communications and Information: nothing to report
 - Recognition and Retention: nothing to report other than 2nd winner of Kudos for CASI returned items (as they already had the swag)

12:20 PM – 12:25 PM	Updates from CASI members, if applicable	D. Gaona/STP
12:25 PM – 12:30 PM	Questions from Constituents, if time permits	D. Gaona/STP
12:30 PM	Adjourn Motion Jackie, 2nd Nate	D. Gaona/STP

Next Meeting – October 1, 2025

11:00am-12:30pm

Engineering Hall 4610 or Teams



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(CASI members – please remember to leave your name table tent on the table at the end of the meeting)

Next Meeting – October 1, 2025

11:00am-12:30pm

Engineering Hall 4610 or Teams

TEAMS link for meeting:

[Join the meeting now](#)

Meeting ID: 289 760 222 796

Passcode: iLemjW

ANNOUNCEMENTS:

- Feel free to [Connect with CASI](#) (*NetID required*). Do you have something you want to share with CASI? You may connect with us via this web form.
- Recognize an engineering staff member with [Kudos from CASI](#)

CASI Subcommittees:

Planning/Tending

Daniel Gaona

Sara Tate-Pederson

Nathan Jung

Kelly Petersen

Justin Bush

Angela Kita

Mary Fitzpatrick

Communications and Information

Jackie Bastyr Cooper

Rob Kohlhepp

Nathan Jung

Recognition and Retention

Carly Andrew

Jennifer Detlor

Daniel Gaona

Angela Kita

Kelly Petersen